

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
FEBRUARY 20, 2026
8:00 AM HARRISBURG PARK OFFICE**



- CALL TO ORDER:** President Doug Emery called the meeting to order at 8:00 a.m.
- ROLL CALL:** The following members of the Board of Commissioners were present: President Doug Emery, Vice President Raymond Gunning and Secretary/Treasurer Ron Emery
The following members of the Board of Commissioners were absent: None
Park Staff Present: Executive Director Blake Emery, Recreation Director Jill Marvel, Administrative Assistant Haley Sullivan, and Maintenance Director TA Sullivan.
Park Staff Absent: None
- Visitors Present: None
- PUBLIC COMMENTS:** Blake Emery announced that the Harrisburg Township Park District (HTPD) was accepting public comment by email or written submission up to the start of the meeting at 8:00 AM on February 20, 2026. There were no written comments received and there was no one from the public present on the teleconference call. There was no one from the public present in attendance.
- CONSENT AGENDA:** Raymond Gunning made the motion to accept the January 16, 2026 meeting minutes and seconded by Doug Emery. All in favor 3-0 per voice vote.
- Ron Emery made the motion to accept the 1/13/2026 to 2/16/2026 bills and the January 2026 Unaudited Financial Reports and seconded by Raymond Gunning. All in favor 3-0 per voice vote.
- CLOSED SESSION:** There was no motion to enter into Closed Session.
- UNFINISHED BUSINESS:**
- 2022 Bond Funds Blake Emery presented to the Board the list of remaining designated Bond Fund projects for 2022 Series Bonds. The list of projects was discussed with updates given.
- 2025 Bond Funds Blake Emery presented to the Board the list of 2025 Bond Fund Projects. The list of projects was discussed with updates given.
- Pool Maintenance Blake Emery presented to the Board that he will be Meeting Monday February 23 with Counsilman-Hunsaker Aquatics out of St. Louis about potential pool lifespan tests.
- Bishop Property Blake Emery presented to the Board that there are no updates at this time and still waiting on Probate issues/documents.
- Church of Christ Blake Emery presented to the Board that the park full time staff and Board Member Ron Emery did a walk through inspection of the Church of Christ Building. After having done the walk through and looking at the layout, it appears finding good uses for the upstairs area (current sanctuary) will be difficult. Also the two levels are a negative feature. The Executive Director cannot make a recommendation to move forward with an offer for the building, but does make a recommendation to make an offer for the land behind the

building. Raymond Gunning made the motion to approve \$17,500.00 as the offer for the property behind the Church of Christ building with the Park District taking on all costs associated with the purchase and seconded by Ron Emery. All in favor 3-0 per voice vote.

Harrisburg Supply Blake Emery presented to the Board the option to pursue the Harrisburg Supply building. Repairs in the range of \$225,000.00 would be needed to make the building usable for rentals. Ron Emery made the motion to table discussion on this topic until it is determined if the property behind the Church of Christ is agreed upon and seconded by Raymond Gunning. All in favor 3-0 per voice vote.

830 W Poplar Blake Emery presented to the Board the need to discuss the potential use or demolition of the building at 830 W Poplar St. Repairs in the range of \$80,000.00 would be needed to convert the building in a small additional community room for rental. Raymond Gunning made the motion to table discussion on this topic until it is determined if the property behind the Church of Christ and/or Harrisburg Supply building is agreed upon and seconded by Doug Emery. All in favor 3-0 per voice vote.

NEW BUSINESS:

Maintenance Director Blake Emery presented to the Board that current Maintenance Director TA Sullivan's last working day will be Friday, March 6, 2026. He has chosen to use his built up vacation, compensation time, and sick days to remain on payroll through the end of June. Raymond Gunning made the motion to approve the retirement schedule plans of TA Sullivan and seconded by Doug Emery. All in favor 3-0 per voice vote.

New Maint. Director Blake Emery presented to the board that there were two internal candidates to fill the upcoming vacancy for Maintenance Director. Blake Emery and TA Sullivan made a recommendation that the current Maintenance Foreman Ray Gould be promoted into Maintenance Director beginning July 2026 (the completion TA Sullivan being on payroll). He will serve as Acting Maintenance Director until that time. Blake Emery and TA Sullivan made a recommendation that the other current Maintenance Foreman Jacob Mills be named as the Maintenance Director In-Waiting and immediately transfer into the Maintenance Director role upon the retirement of Ray Gould. Raymond Gunning made the motion to approve Ray Gould as the Acting Maintenance Director and Jacob Mills as the Maintenance Director In-Waiting and seconded by Doug Emery. All in favor 3-0 per voice vote.

Acting Maint. Director Blake Emery presented to the Board that Acting Maintenance Director Ray Gould will be promoted into the official Maintenance Director role starting July 2026. Raymond Gunning made the motion to approve Acting Maintenance Director Ray Gould promoting into official Maintenance Director role starting July 2026 and seconded by Ron Emery. All in favor 3-0 per voice vote.

Resolution 2026-0220 Blake Emery presented to the Board Resolution 2026-0220 Establishing Authorized Financial Signatories. This document is presented to update the Maintenance Director role of Ray Gould and Recreation Director role of Jill Marvel. Blake Emery will provide Legence Bank with this updated document and have them remove TA Sullivan from the accounts. Raymond Gunning made the motion to approve Resolution 2026-0220 Establishing Authorized Financial Signatories and seconded by Doug Emery. All in favor 3-0 per voice vote.

Statement of Blake Emery distributed the Statement of Economic Interest form pursuant to the Illinois

Economic Interest Governmental Ethics Act. The Statement of Economic Interest forms to be signed and filed with the Saline County Clerk's Election Office were completed and returned to Blake Emery. He will file them with the Saline County Clerk and keep the receipts on file.

Hist. Society Fund. Blake Emery presented to that the Saline County Historical Society would like to be able to hold a fundraiser on Park District Property with the proceeds benefiting Museum repairs. Raymond Gunning made the motion to approve the request of Saline County Historical Society to hold a fundraiser on Park District Property and seconded by Ron Emery. All in favor 3-0 per voice vote.

RISK COMMITTEE:

Roll Call The Risk Management & Loss Control Committee Meeting was called to order 9:08 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel, Haley Sullivan, and TA Sullivan. The following members were absent: None.

There were no other new topics brought up for discussion by the committee.

Blake Emery announced that the Risk Management Manual needs to be looked at to determine the verbiage of the Committee Members.

Adjourn The Committee Meeting was adjourned at 9:10 a.m.

DIRECTOR REPORT:

Radio Auction Still awaiting final numbers but Radio Auction proceeds are around \$8,000.00.

Worker Comp Still waiting on final results of the Workers Comp Audit.

Pool Met with Melonie Motinsger on 2/11/2026. Working out details for upcoming season.

IAPD Received the IAPD 2026 Membership Plaque. Blake Emery distributed the 2026 Membership Cards.

Training IAPD – Soaring to New Heights Conference 1/28 to 1/31/2026; IPRF – OSHA Electronic Recording 1/21/2026

The Executive Director Report was placed on file. See attached report.

REPORTS

Jill Marvel presented the Recreation Report. TA Sullivan presented the Maintenance Report. The reports were placed on file. See attached reports.

ANNOUNCEMENTS

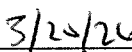
Blake Emery announced that the next regular board meeting is scheduled to be March 20, 2026 at 8:00 a.m. at the Park District Community Room.

ADJOURNMENT

Raymond Gunning moved to adjourn and seconded by Doug Emery. All in favor 3-0 per voice vote. The meeting adjourned at 9:30 a.m.



Ron Emery, Secretary / Treasurer



Date Signed